Federal Government. The full costs shall include all direct and indirect costs to conduct the search and to duplicate the records responsive to the request. This cost is to be differentiated from the direct costs allowable under this section for other types of information released under FOIA.

(2) *Waiver.* Components shall waive the payment of costs required in paragraph (a)(1) of this section which are greater than the costs that would be required for release of this same information under § 286.29 if:

(i) The request is made by a citizen of the United States or a United States corporation, and such citizen or corporation certifies that the technical data requested is required to enable it to submit an offer, or determine whether it is capable of submitting an offer to provide the product to which the technical data relates to the United States or a contractor with the United States. However, Components may require the citizen or corporation to pay a deposit in an amount equal to not more than the cost of complying with the request, which will be refunded upon submission of an offer by the citizen or corporation;

(ii) The release of technical data is requested in order to comply with the terms of an international agreement; or

(iii) The Component determines in accordance with § 286.28(d)(a), that such a waiver is in the interest of the United States.

(b) *Fee rates*—(1) *Search time*—(i) *Manual search.*

Type	Grade	Hourly rate ($)
Clerical	E9/GS8 and below ..	13.25
(Minimum charge)	....	8.30

(ii) *Professional and executive* (To be established at actual hourly rate prior to search. A minimum charge will be established at ½ hourly rates). Computer search is based on the total cost of the central processing unit, input-output devices, and memory capacity of the actual computer configuration. The wage (based upon the scale in paragraph (b)(1)(i) of this section) for the computer operator and/or programmer determining how to conduct, and subsequently executing the search will be

recorded as part of the computer search. See § 286.29(b)(2) for further details regarding computer search.

(2) *Duplication.*

Type	Cost
Aerial photograph maps, specifications, permits, charts, blueprints, and other technical engineering documents	$2.50
Engineering data (microfilm):	
Aperture cards:	
Silver duplicate negative, per card	.75
When key punched and verified, per card	.85
Diazo duplicate negative, per card	.65
When key punched and verified, per card	.75
35mm roll film, per frame	.50
16mm roll film, per frame	.45
Paper prints (engineering drawings), each	1.50
Paper reprints of microfilm indices, each	.10

(3) *Review time.*

Type	Grade	Hourly rate ($)
Clerical	E9/GS8 and below ..	13.25
(Minimum charge)	....	8.30

(4) *Professional and executive* (To be established at actual hourly rate prior to review. A minimum charge will be established at an hourly rate).

(5) *Other technical data records.* Charges for any additional services not specifically provided in paragraph (b)(3) of this section consistent with Volume 11A of DoD 7000.14–R,[12] shall be made by Components at the following rates:

Minimum charge for office copy (up to six images)	$3.50
Each additional image	10
Each typewritten page	3.50
Certification and validation with seal, each	5.20
Hand-drawn plots and sketches, each hour or fraction thereof	12.00

Subpart G—Reports

§ 286.33 Reports control.

(a) Each DoD Component shall compile FOIA statistics on a fiscal year basis beginning October 1, 1997, and report same to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) (DFOISR, OASD(PA)) no later than November 30 following the fiscal year's close. In turn, DFOISR, OASD(PA) will produce

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[12] See footnote 1 to § 286.1(a).

a consolidated DoD report for submission to the Attorney General.

(b) Existing DoD standards and registered data elements are to be utilized to the greatest extent possible in accordance with the provisions of DoD 8320.1–M,[13] ''Data Administration Procedures''.

(c) The reporting requirement outlined in this subpart is assigned Report Control Symbol DD–PA(A)1365.

§ 286.34 Annual report content.

The current edition of DD Form 2564 will be used to submit component input. Instructions for completion follow:

(a) *Item 1.* Initial request determinations.

(1) *Total requests processed.* Enter the total number of initial FOIA requests responded to (completed) during the fiscal year.

NOTE: Since more than one action frequently is taken on a completed case, Total Actions, (see paragraph (a)(6) of this section) the sum of paragraphs (a)(2) through (a)(5) of this section can exceed *Total Requests Processed* (See appendix F to this part for form layout).

(2) *Granted in full.* Enter the total number of initial FOIA requests responded to that were granted in full during the fiscal year. (This may include requests granted by your office, yet still requiring action by another office.)

(3) *Denied in part.* Enter the total number of initial FOIA requests responded to and denied in part based on one or more of the nine FOIA exemptions. (Do not report denial of fee waivers.)

(4) *Denied in full.* Enter the total number of initial FOIA requests responded to and denied in full based on one or more of the nine FOIA exemptions. (Do not report denial of fee waivers.)

(5) *''Other reason'' responses.* Enter the total number of initial FOIA requests in which you were unable to provide all or part of the requested information based on an ''other reason'' response. Paragraph (b)(2) of this section explains the six possible ''other reasons''.

[13] See footnote 1 to § 286.1(a).

(6) *Total Actions.* Enter the total number of FOIA actions taken during the fiscal year. This number will be the sum of paragraph (a)(2) through (a)(5) of this section.

NOTE. Total actions must be equal to or greater than the number of total requests processed (paragraph (a)(1) of this section).)

(b) *Item 2.* (1) *Exemptions Invoked on Initial REQUEST Determinations.* Enter the number of times an exemption was claimed for each request that was denied in full or in part. Since more than one exemption may be claimed when responding to a single request, this number will be equal to or greater than the sum of paragraphs (a)(3) and (a)(4) of this section.

(2) *''Other reasons'' cited on initial determinations.* Identify the ''other reason'' response cited when responding to a FOIA request and enter the number of times each was claimed.

(i) *Transferred request.* Enter the number of times a request was transferred to another DoD component or Federal Agency for action.

(ii) *Lack of records.* Enter the number of times a search of files failed to identify records responsive to subject request.

(iii) *Failure of requester to reasonably describe record.* Enter the number of times a FOIA request could not be acted upon since the requester failed to reasonably describe the record(s) being sought.

(iv) *Other failures by requester to comply with published rules and/or directives.* Enter the number of times a requester failed to follow published rules concerning time, place, fees, and procedures.

(v) *Request withdrawn by requester.* Enter the number of times a requester withdrew a request and/or appeal.

(vi) *Not an agency record.* Enter the number of times a requester was provided a response indicating the requested information was not an agency record.

(vii) *Total.* Enter the sum of paragraph (b)(2)(i) through (b)(2)(vi) of this section. This number will be equal to or greater than the number in paragraph (a)(5) of this section since more than one reason may be claimed for each ''other reason'' response.

(c) *Item 3.* Appeal determinations.